

Council on Technology Services
Privacy, Security & Access Work Group
December 7, 1999

Present: Mike O'Neil, DSS; Teresa Thomas, APA; Peggy Maupin, DGS; Dan Galloway, SCC; John Palese, DSS; Carrie Gillotte, GMU; Pat Jackson, VA Tech ; Dan Ziomek, DTP, Jim Adams, DT; Ellett Pollard for Murali Rao, VDOT

Also Present: Murray Rosenberg for Jerry Simonoff, DTP

Absent: Cheryl Clark, DMV; Ray Davis, DGIF; Darrell Gasaway, DJJ; Ed Morris, DOC; Andy Poarch, DIT; Bill Russell, IST; Lewis Vass, VSP

The December 7, 1999 COT's Privacy, Security & Access (PSA) Work Group meeting was held at the Department of Motor Vehicles. Minutes from the meeting held November 16, 1999 were reviewed and approved with one correction by Dan Ziomek: page 4, paragraph 2, line 3...change to read...."META-Group"

GROUP DISCUSSION

Focus of the meeting was how to best provide support for implementation of Executive Order 51.

Consensus was reached that the subcommittee should:

- (1) Evaluate policies that have been previously published and identify areas that require revision or modification,
- (2) Review best practices in other states, various state agencies, and the private sector, then
- (3) Produce a series of reports that provide the lessons learned from our reviews.

ACTION ITEMS

Assignments to be reported January 11, 2000 in a 10 minute presentation:

- 1) Review DTP Standard 95-1, Information Technology Security. Provide comments to Jim Adams and Murray Rosenberg and copy other members. (available at <http://www.dtp.state.va.us/pubs/cim-pubs.htm#Standards> and attached as a PDF file)
- 2) Dan Ziomek and Jim Adams to provide elaboration of the real intention of the assignments of EO 51.

- 3) Teresa Thomas to review APA audit reports for IT Security.
- 4) John Palese to provide elaboration on the DSS Risk Assessment and Business Impact Analysis reports.

Next scheduled PSA Meeting: Tuesday, January 11, 2000

1-3p.m.
DMV Richmond HQ, Room 702
2300 West Broad Street